



STATE OF MICHIGAN
OFFICE OF THE STATE BUDGET
LANSING

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DIRECTOR

DATE: August 21, 2003

TO: ISD Superintendents
LEA Superintendents
PSA Administrators
PSA Authorizers

FROM: Andrew Henry

SUBJECT: Your Data Submissions to CEPI

As a new school year begins, I would like to recognize your district's efforts to compile and submit data to the Center for Educational Performance and Information (CEPI).

CEPI is responsible for providing your data to the federal government and to various state agencies such as the Michigan Department of Education, to fulfill state and federal reporting requirements, including reporting required by the *No Child Left Behind Act of 2001*. Therefore, it is extremely important that your district's data are accurate and submitted in a timely manner.

In order to assist districts and public school academies with data submissions to CEPI during the 2003-2004 school year, I have enclosed two documents:

1. A timeline of the collection cycles for your data to CEPI;
2. Tips for using the CEPI Web site (www.michigan.gov/cepi), specifically the MEIS Data Services section, which was created for use by district staff members submitting data to CEPI. I suggest that you visit our Web site often for updates about any data submission during the school year.

Please share the enclosed documents with your staff members who are responsible for submitting data to CEPI.

I hope this information is helpful to you and your staff members.

Enclosures

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